

Workforce Plan Goals and Objectives Samples

Here are some examples of possible workforce plan goals and objectives:

Goal: _____ (agency/department/division) will assess current business processes for possible streamlining and increased use of technology.

Objective: To map all key processes and look for opportunities for collaboration and the elimination of redundancy across divisions.

Objective: To identify current technology gaps, their potential solutions, and to prioritize those solutions in relation to the organization's strategic plan.

Goal: Our organization's workforce will have the necessary skills to continue to provide an excellent service to customers, partners, and other stakeholders.

Objective: To implement a training needs assessment with all employees.

Objective: To conduct an annual customer satisfaction survey designed to identify staff strengths and gaps.

Goal: Assess short and long-term staffing needs, paying special attention to potential changes in the environment (economy, federal government, population and demographic trends, policy, resources, etc.), to ensure sufficient staffing, qualified employees, and a staffing structure designed to accomplish agency goals and objectives.

Objective: To ensure alignment with the State's and/or Agency's Affirmative Action plan.

Objective: To review any planned retirement announcements against future staffing needs to ensure smooth new employee transitions and sharing of necessary organizational formation.

Objective: To review recruitment statistics against planned future staffing needs and make changes to recruitment means, strategies, and resources.

Goal: Innovative recruitment and marketing strategies will be developed to attract applicants to state employment, such as targeted recruitment efforts to underutilized labor pools.

Objective: To brainstorm new recruitment strategies with identified groups from outside state government.

Objective: To meet with groups identified with underutilized employee groups to solicit ideas and build new relationships.

Objective: To interview unsuccessful candidates from underutilized labor pools to ascertain their perspectives on the recruitment process.

Goal: Positions key or critical to agency operations will be identified so that plans for transfer of knowledge and succession can be developed.

Objective: To identify the top 10% of positions in the organization where critical information retention should be initiated.

Objective: To use diverse employee groups to assist with the identification of these positions.

Goal: Barriers to implementation of necessary workforce planning strategies will be identified and addressed.

Objective: To identify past and current obstacles to the use of workforce planning strategies.

Objective: To assess the likelihood that these obstacles will be in place with the strategies developed in this process.

Objective: To develop strategies to address these obstacles.

Goal: Workforce planning processes must be sustainable into the future.

Objective: To identify the steps necessary to ensure a semi-annual review of the Workforce Plan and name the individuals with the responsibility for their sections.

Objective: To provide sufficient resources to enable the organization to continue the Workforce Planning process for five years.